

Pregnancy to Employment Participation and Coding Quick Guide

Participation Phase	Assessment Required	Participation Required	eJAS Coding	3 Month Follow Up Required	Subject to Sanction
1st/2nd Trimester*					
Mandatory	Full Comprehensive Assessment and/or CD or MH Professional Assessment if issues indicated	Up to full time as determined by assessment and CE	PI + Appropriate activity(s)	No	Yes
3rd Trimester					
Voluntary	None	Parent choice	PI + Appropriate activity(s)	No	No
Mandatory	None	MH and/or CD	PI + XE and/or XG	No	Yes
Choosing not to Participate	None	None	PI	No	No
Infant Exemption Period**					
Voluntary	Partial	Parent choice	PI + IE + Appropriate activity(s)	No	No
Mandatory	Partial and CD and/or MH Professional Assessment if issues indicated	MH and/or CD	PI + IE + XE and/or XG	No	Yes
Exempt	Partial	None	PI + IE	Yes	No
Post Partum Exemption Period***					
Voluntary	Partial	Parent choice	PI + PD + Appropriate activity(s)	No	No
Mandatory	Partial and CD or MH Professional Assessment if issues indicated	MH and/or CD	PI + PD + XE and/or XG	No	Yes
Choosing not to Participate	Partial	None	PI + PD	Yes	No

* A P to E full comprehensive assessment is required once the department becomes aware a woman is pregnant or there is a child under one in the household. The other parent in a 2 parent household is not required to complete a full comprehensive assessment.

**A partial assessment is required for both parents after the child is born and before the parent chooses to take the Infant Exemption (IE).

*** Parents that have exhausted their IE are eligible for the Post Partum Exemption (PD) up to 84 days after the child's birth.

<p>P to E Pathway</p>	<p><u>Assessments</u></p> <p>An assessment with a WorkFirst Social Worker (WFSW) is required for every parent that is pregnant or has a child under the age of one year in the household. The WFSW assessment appointment will be scheduled not to exceed a maximum of 30 days from the date of the referral to the social worker.</p> <p>Assessments are required:</p> <ul style="list-style-type: none"> • When the department first becomes aware that a parent is either pregnant or parenting an infant under 12 months old • After the child is born and when a parent enters the Infant Exemption period • After the child is born and when a parent enters the 12-week Post Partum Deferral period <p>Assessment Types:</p> <p>There are three different types of assessments for a parent in the Pregnancy to Employment Pathway:</p> <ul style="list-style-type: none"> • <u>Full Comprehensive Assessment</u> <p>A full comprehensive assessment with a WFSW is required once the department becomes aware a woman is pregnant or there is a child under one in the household. The other parent in a 2 parent household is not required to complete a full comprehensive assessment. In order to complete a full comprehensive assessment, the WFSW must discuss and document all issue areas in the eJAS assessment tool.</p> <ul style="list-style-type: none"> • <u>Partial Assessment</u> <p>A partial assessment with a WFSW is required for both parents after the child is born and/or when claiming the Infant Exemption (IE) or the Post Partum deferral (PD). A partial assessment can also be done at any time if information is received indicating there are mental health and/or chemical dependency issues.</p> <p>Partial assessments should include the following: family violence, family planning, First Steps, chemical dependency, mental health, child and adult health needs and involvement with WIC and medical care.</p> <ul style="list-style-type: none"> • <u>External Assessment</u> <p>If a WFSW Assessment identifies Mental Health and/or Chemical Dependency issues, an external assessment conducted by a Chemical Dependency and/or Mental Health professional is required to identify if treatment is appropriate.</p> <p>Worker requirements:</p> <ul style="list-style-type: none"> • WFPS refers client to a Social Worker immediately using an RO component • WFSW schedules an appointment to meet with the client within 30 days <p><u>Participation</u></p> <p>Throughout P to E, participation can change based on the results of the assessment, where the parent is in her pregnancy or the age of the child. . At any point, a parent can be a mandatory WorkFirst participant and failure to comply with IRP requirements without good cause may result in sanction per WF Handbook 3.6.1.</p> <p>Parents may always volunteer to participate, in addition to any required activities, and receive WorkFirst support services at any time.</p>
<p>Pregnancy 1st and 2nd Trimester</p>	<p>Full-Time WorkFirst participation is mandatory</p> <ul style="list-style-type: none"> • IRP developed based on full comprehensive assessment findings and other information (CE, etc.) • Monitor progress and participation just as other WorkFirst participants

<p>Pregnancy 3rd Trimester</p>	<p>Parents may request not to participate in WorkFirst</p> <ul style="list-style-type: none"> • If the previous full comprehensive assessment does not identify mental health and/or chemical dependency issues, participation is not required • If the previous full comprehensive assessment identifies mental health and/or chemical dependency issues <ul style="list-style-type: none"> ○ Refer the parent to a professional for evaluation ○ If treatment is recommended in the evaluation, WorkFirst participation becomes mandatory ○ Social Worker develops an IRP requiring the full number of hours of treatment activities per week as indicated by the assessment, not to exceed 20 hours per week
<p>Infant Exemption Period Birth-12 months</p>	<p>Parents may request up to 12 months in a lifetime of infant exemption from WorkFirst participation</p> <ul style="list-style-type: none"> • Social Worker must conduct a partial assessment at the time of the request • If the assessment does not identify mental health and/or chemical dependency issues, participation is not required <ul style="list-style-type: none"> ○ Social Worker must attempt contact with the parent every three months during infant exemption via “Three Month Contact Letter” or telephone call if they do not participate in activities while taking the IE • If the assessment identifies mental health and/or chemical dependency issues <ul style="list-style-type: none"> ○ Refer parent to a professional for evaluation ○ If treatment is recommended in evaluation, WorkFirst participation becomes mandatory ○ Social Worker develops an IRP requiring the full number of hours of treatment activities per week as indicated by the assessment, not to exceed 20 hours per week
<p>Post Partum Exemption Period Birth-12 weeks</p>	<p>Parents who have already used their 12 infant exemption months may request a 12 week postpartum exemption from WorkFirst participation</p> <ul style="list-style-type: none"> • Social Worker must conduct a partial assessment at the time of the request • If the assessment does not identify mental health and/or chemical dependency issues, WorkFirst participation is not required • If the assessment identifies mental health and/or chemical dependency issues <ul style="list-style-type: none"> ○ Refer parent to a professional for evaluation ○ If treatment is recommended in evaluation, WorkFirst participation becomes mandatory ○ Social Worker develops an IRP requiring the full number of hours of treatment activities per week as indicated by the assessment, not to exceed 20 hours per week
<p>After Post Partum Exemption Period 13 Weeks-12 months</p>	<p>Full –Time WorkFirst participation required</p> <ul style="list-style-type: none"> • IRP developed based on assessment findings and other information (CE, etc.) • Monitor progress and participation just as other WorkFirst participants